

LIMITED ACUPUNCTURE LICENSING GUIDE

LICENSURE REQUIREMENTS CHECKLIST

(Listed below are the minimum requirements needed to obtain a Limited Acupuncture License.)

APPLICATION AND FEES

- ☐ Online Application for a Limited Acupuncturist License - Complete all fields, answer all questions and upload any supporting documentation. Online application can be completed by visiting www.michigan.gov/miplus.

- ☐ Application Fee (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card.):

Limited Licensed Acupuncturist: \$475.00

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS (EXCEPT RENEWAL)

- ☐ Criminal Background Check – Once the online application is completed and submitted you will be emailed an Application Confirmation letter containing instructions to complete the Criminal Background Check (except those applicants seeking relicensure, if the license expired within the last three years.)
- ☐ Good Moral Character Questions – Documentation will be required if you answer “yes” to either question to show at the current time you have the ability to, and are likely to, serve the public in a fair, honest and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking a license.
- ☐ Human Trafficking – Beginning April 22, 2021, individuals seeking licensure must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.13002 prior to being issued a license. The training must only be completed one time.
- ☐ Social Security Number – An individual applying for licensure is required to provide his or her social security number at the time of application. If exempt under law from obtaining a SSN or do not have a SSN, the SSN affidavit form will be required to be uploaded at the time the application is submitted.
- ☐ Verification of Licensure – Verification must be sent directly to our office by the licensing agency of any state or province of Canada in which you hold or ever held a license/registration as an acupuncturist. Verification includes, but is not limited to, showing proof that the applicant's license/registration is in good standing and, if applicable, the record of any disciplinary action taken or pending against the applicant. Verification can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing at PO Box 30670, Lansing, MI 48909.

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- ☐ English Language Proficiency- An individual applying for licensure must demonstrate a working knowledge of the English language. This can be established if either the applicant's required health professional educational program was taught in English, a transcript establishes the applicant earned not less than 60 college level credits from an English-speaking graduate or undergraduate school, or that the applicant obtained a passing score on an approved English proficiency exam as established by the department under [R 338.7002b\(2\)](#) of the Public Health Code – General Rules.
- ☐ Certification of Acupuncture Supervisory Responsibilities Form - Have the Certification of Acupuncture Supervisory Responsibilities form completed by your supervising physician.
- ☐ Certification of Previous Acupuncture Experience Form - The Certification of Previous Acupuncture Experience form must be completed by your supervisor and show that you have been performing Acupuncture under the supervision of a physician licensed under part 170 or part 175 of the Michigan Public Health Code for a minimum of 2 years before March 4, 2020.
- ☐ Verification of Active Michigan Health Professional License – You must hold a license to engage in another health profession as defined in section 16105(2) of the code, MCL 333.16105, at the time of your application.

RENEWAL REQUIREMENTS CHECKLIST

Online Application For Limited Acupuncture Renewal – Can be completed by visiting www.michigan.gov/miplus

- ☐ Renewal Application Fee (Must be paid by American Express, Visa, Mastercard, or Discover credit or debit card.): \$400.00
- ☐ Renewal Cycle: 2 years
- ☐ Good Moral Character Questions – Documentation will be required if you answer “yes” to either question to show at the current time you have the ability to, and are likely to, serve the public in a fair, honest and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking license renewal.
- ☐ Disciplinary Question – Documentation will be required if you answer “yes” to having sanctions imposed against you by a similar licensure, registration, certification, or disciplinary board of another state or country you have not previously reported to the department.
- ☐ Human Trafficking – Beginning in 2018, and all renewals thereafter, licensees seeking renewal must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.13002 prior to renewing their license. The training must only be completed one time.
- ☐ Certification of Acupuncture Supervisory Responsibilities Form - Have the Certification of Acupuncture Supervisory Responsibilities form completed by your supervising physician.

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- ☐ Verification of Active Michigan Health Professional License – You must hold a license to engage in another health profession as defined in section 16105(2) of the code, MCL 333.16105, at the time of your application and as a condition of renewal of your Limited Acupuncturist license.
- ☐ Accept Renewal Attestation - By accepting the renewal attestation you as the licensee are certifying that you have met all of the following continuing education requirements during the 2-year period immediately preceding the application for renewal:
 - 30 hours of continuing education including 5 hours in pain and symptom management. The board approves for continuing education a course or activity approved by the NCCAOM as a professional development activity (PDA). One PDA credit equals 1 hour of continuing education credit.

HELPFUL RESOURCES AND FORMS

- ☐ By visiting www.michigan.gov/healthlicense and clicking on the Acupuncture link you can access the following helpful resources and forms:

Resources:

- ☐ Public Health Code
- ☐ Administrative Rules for Acupuncturists

Forms:

- ☐ Certification of Acupuncture Supervisory Responsibilities Form
- ☐ Certification of Previous Acupuncture Experience Form